

VOLUME VI

APPENDICES

COMMON ORIGINATION AND DISBURSEMENT
2015-2016 TECHNICAL REFERENCE



GLOSSARY.....	1
TABLE OF CONTENTS.....	1
GLOSSARY OF TERMS	5
Ability to Benefit.....	5
Academic Competitiveness Grant (ACG) Program	5
Academic Year	5
Academic Year Length.....	5
Account.....	5
Actual Disbursement Record.....	5
Actual Non Credential Teacher Certification Subsidized Usage Period	6
Actual Subsidized Usage Period.....	6
Additional Eligibility Indicator	6
Administrative Cost Allowance (ACA).....	6
Administrative Relief Request.....	6
Aging of Drawdown.....	6
Agreement to Serve (ATS)	6
Anticipated Disbursement Record	6
Anticipated Non Credential Teacher Certification Subsidized Usage Period	7
Anticipated Subsidized Usage Period	7
ATS ID	7
Attended School	7
Available Balance	7
Award	7
Award Year.....	7
Batch	7
Booked Loan/ TEACH GRANT.....	8
Calculated Published Program Length Years.....	8
Call for Cash	8
Campus-Based Programs.....	8
Cash at School.....	8
Central Processing System (CPS).....	8
Common Origination and Disbursement (COD) Process	8
Common Origination and Disbursement (COD) System.....	9
Common Record	9
Common School Identifier (CSID).....	9
Complex Element.....	9
Consolidation Loan.....	9
Correction Edit Codes	9
Cost of Attendance (COA)	9
CPS Transaction Number.....	9
Credit Check	10
Current Funding Level (CFL)	10
Current Social Security Number.....	10
Direct Loan Program	10
Direct Subsidized Loan	10
Direct Unsubsidized Loan.....	11
Disbursement	11
Disbursement Release Indicator.....	11
Document.....	11
Drawdown	11
Edit/Comment Codes	11

Edit Only Record	11
Element	12
Eligible Applicant	12
Eligible Program.....	12
Eligibility Used	12
Endorser	12
EndorserAddendum	12
Enrollment Date.....	12
Enrollment School Code.....	12
Enrollment Status.....	13
Expected Family Contribution (EFC).....	13
Extended Processing.....	13
Federal Pell Grant Payment Schedule	13
Federal Pell Grant Program	13
Federal Supplemental Education Opportunity Grant (FSEOG)	13
Financial Aid Management System (FMS).....	13
FISAP	14
Free Application for Federal Student Aid (FAFSA®).....	14
Freeze Cash	14
FSA	14
Full Response	14
G5	14
Information for Financial Aid Professionals (IFAP)	14
Institutional Student Information Record (ISIR)	14
Iraq Afghanistan Service Grant Indicator (IAS Grant).....	15
Lifetime Eligibility Used (LEU).....	15
Loan Period Length.....	15
Master Promissory Note (MPN).....	15
The Maximum Subsidized Eligibility Period	15
MPN Acknowledgement.....	15
MPN ID.....	15
Multiple Reporting Record (MRR).....	15
Multi-Year (MY) Feature	16
National Science and Mathematics Access to Retain Talent (SMART) Grant Program	16
National Student Loan Data System (NSLDS).....	16
School Processing Options	16
Direct PLUS Loans	16
Payment Analyst	16
Payment to Servicer Amount.....	17
Perkins	17
PLUS Counseling	17
Post 9/11 Deceased Veteran Dependent	17
Postsecondary Education Participants System (PEPS)	17
Pell Overaward Process (POP).....	17
Program CIP Code	17
Program Credential Level	17
Published Program Length Months.....	18
Published Program Length Weeks.....	18
Published Program Length Years	18
Receipt	18
Reject Edit Codes.....	18

Release Record.....	18
Remaining Actual Non Credential Teacher Certification Subsidized Eligibility Period	18
Remaining Actual Subsidized Eligibility Period.....	19
Remaining Anticipated Non Credential Teacher Certification Subsidized Eligibility Period.....	19
Remaining Anticipated Subsidized Eligibility Period	19
Reporting School.....	19
Response	19
Routing Identifier	19
School Closeout	19
Simple Element	19
Single Year (SY) Feature	20
Special Programs	20
Standard Response	20
Student Aid Internet Gateway (SAIG)	20
Student Aid Report (SAR)	20
Student Eligibility Code (formerly Ability to Benefit)	20
Subsidized Usage Limit Applies (SULA)	21
Substantiate.....	21
Sum Actual Non Credential Teacher Certification Subsidized Usage Period	21
Sum Actual Subsidized Usage Period	21
Sum Anticipated Non Credential Teacher Certification Subsidized Usage Period	21
Sum Anticipated Subsidized Usage Period.....	21
Subsidized Usage Period (SUP)	21
Tag	21
Teacher Education Assistance for College and Higher Education (TEACH) Grant.....	21
Third-Party Servicer	22
Title IV Student Financial Aid	22
Total Eligibility Used.....	22
Trading Partner	23
Unbooked Loan/TEACH Grant	23
Unsubstantiated Cash.....	23
Warning Edit Codes	23
Weeks Programs Academic Year.....	23
XML.....	23
XML Schema	23

FUNDING METHODS.....	1
TABLE OF CONTENTS.....	1
CURRENT FUNDING LEVEL (CFL)	2
FUNDING METHODS.....	3
Advance Funded	3
Heightened Cash Monitoring 1 (HCM1)	3
Heightened Cash Monitoring 2 (HCM2)	3
Reimbursement.....	3
FUNDING CONTROLS.....	4
Advance Funded	4
Heightened Cash Monitoring 1 (HCM1)	4
Heightened Cash Monitoring 2 (HCM2)	5
Reimbursement.....	5
FUNDING METHODS AND PROCESSING OPTION RELATIONSHIPS	7

STATE, JURISDICTION, AND COUNTRY CODES	1
TABLE OF CONTENTS.....	1
STATE/JURISDICTION CODES.....	2
Changes to the State/Jurisdiction Codes.....	2
Additions to the State/Jurisdiction Codes	2
Removals from the State/Jurisdiction Codes	2
State/Jurisdiction Codes.....	3
COUNTRY CODES.....	4
Changes to the Country Codes	4
Additions to the Country Codes	4
Removals from the Country Codes.....	4
Country Codes, Sorted by Country.....	5
Country Codes, Sorted by Code	8
SYSTEM SECURITY.....	1
TABLE OF CONTENTS.....	1
PRIVACY NOTICE	2
COD WEB SITE ACCESS.....	3
RULES OF BEHAVIOR.....	5
Introduction	5
Other Policies and Procedures.....	10
XML EXAMPLES.....	1
TABLE OF CONTENTS.....	1
COD SCHEMA 4.0B COMMON RECORD.....	2
Common Record Input Example	2
Common Record Direct Loan Input Example	11
COD SCHEMA 4.0B RECEIPTS.....	14
Pell, TEACH Grant, and Direct Loan Receipt.....	14
COD SCHEMA 4.0B RESPONSE DOCUMENTS	15
Pell Grant, TEACH Grant, and Direct Loan with Warning Edit Response	15
Pell Origination and Disbursement Response	21
Pell Award Correction Response.....	24
Pell Award Reject Response	26
SSN Date of Birth Reject Response	28
Direct PLUS Loan Common Record Response.....	32
Direct Loan with Anticipated Disbursements and Warning Edits Response..	34
Direct Loan Denied Credit Decision Response	39
Direct Loan Web Origination and Disbursement Response	43
Direct PLUS Loan Web Origination and Disbursement Response	46
TEACH Grant Web Origination and Disbursement Response.....	48
TEACH Grant Counseling Acknowledgement	51
Direct Loan Entrance Counseling Acknowledgement.....	52
Exit Counseling Acknowledgement.....	53
MPN Acknowledgment	54
PLUS Application Acknowledgment.....	56

PRINT SPECIFICATIONS AND FORMS	1
TABLE OF CONTENTS.....	1
DIRECT LOAN PRINT SPECIFICATIONS	2
Direct Loan Subsidized/Unsubsidized Disclosure Statement Print Specifications	2
Borrower Information.....	2
School Information	4
Loan Information	5
Chart of Anticipated Disbursements (Direct Subsidized Loan).....	6
Chart of Anticipated Disbursements (Direct Unsubsidized Loan)	9
Direct Loan PLUS Disclosure Statement Print Specifications	13
Borrower Information.....	13
School Information	14
Student Information.....	15
Loan Information	16
Chart of Anticipated Disbursements.....	17
Direct Subsidized/Unsubsidized Loan Master Promissory Note (MPN) Print Specifications	21
Borrower Information.....	21
School Information	22
Direct Subsidized/Unsubsidized Loan MPN Sample	22
Direct PLUS Loan Master Promissory Note (MPN) Print Specifications ...	22
Borrower Information.....	22
School Information	24
Dependent Undergraduate Student Information	25
Direct PLUS Loan MPN Sample.....	25
Graduate Student Borrowers - Direct PLUS Loan Master Promissory Note (MPN) Print Specifications	25
Borrower Information.....	26
School Information	27
Dependent Undergraduate Student Information	27
Direct PLUS Loan MPN Sample.....	27
DIRECT LOAN FORMS.....	28
Creating Master Promissory Note Paper Manifests.....	28
Sample Subsidized/Unsubsidized MPN Paper Manifest	29
Sample PLUS MPN Paper Manifest.....	30
Sample Grad PLUS MPN Paper Manifest.....	31
PELL GRANT PRINT SPECIFICATIONS	32
ESOA Print Specifications	32
Summary Information.....	32
Detail Information	34
Sample ESOA Output Document	35
ACG and National SMART Grant Print Specification	37

REPORTS	1
TABLE OF CONTENTS.....	1
GRANT REPORTS	5
Grant Edit Codes	5
Introduction	5
Grant Batch Edit/Reject Codes	6
Grant Header/Trailer Layout.....	12
Grant Batch Header Layout	12
Grant Batch Trailer Layout.....	14
Grant Data Requests	15
Record Layout	15

Grant Data Request Acknowledgement	17
Grant Data Request Edit Codes	20
PELL GRANT REPORTS.....	23
Grant Reports Options.....	23
Format and Delivery Methods.....	24
Pell Grant Electronic Statement of Account (ESOA).....	25
Summary Record Layout	25
Detail Record Layout.....	27
Pell Grant Multiple Reporting Record (MRR)	29
Record Layout	29
Pell Grant Reconciliation Report	33
Record Layout	33
Pell Grant Year-to-Date Record (YTD).....	35
Origination Record Layout	35
Disbursement Record Layout	41
Summary Record Layout	43
SSN/Name/Date of Birth Change Report	46
Comma-Delimited (CSV) Detail Record Layout	47
Pell Grant Pending Disbursement List	51
Pell Grant Verification Status Report	55
Comma-Delimited (CSV) Detail Record Layout	57
Pell POP Report.....	60
Pell POP report sent to Reporting school with multiple Attending schools	61
Pell POP report sent to Attending School.....	62
Comma-Delimited (CSV) Detail Record Layout	62
Pell Lifetime Eligibility Used 2015-2016 Report.....	65
ACADEMIC COMPETITIVENESS GRANT (ACG) REPORTS	67
NATIONAL SCIENCE AND MATHEMATICS ACCESS TO RETAIN TALENT (SMART) GRANT REPORTS..	67
TEACHER EDUCATION ASSISTANCE FOR COLLEGE AND HIGHER EDUCATION GRANT REPORTS	67
TEACH Grant Reports Options.....	67
Format and Delivery Methods.....	68
TEACH Grant Header/Trailer Layout.....	69
TEACH Grant Batch Header Layout	69
TEACH Grant Batch Trailer Layout	71
TEACH Grant Multiple Reporting Record (MRR)	72
Record Layout	72
TEACH Grant School Account Statement (SAS)	76
Sections of the TEACH SAS	76
Comma-Delimited (CSV) Record Layouts.....	77
Year-To-Date and Monthly Cash Summary Header Information	77
Year-To-Date and Monthly Cash Summary Column Headings ...	77
Year-To-Date and Monthly Cash Summary, Detail Record.....	78
TEACH SAS Cash Detail, Header Information	81
Cash Detail, Column Headings.....	81
Cash Detail, Detail Record	82
TEACH Award Detail, Disbursement Activity Level, Header Information	84
TEACH Award Detail, Disbursement Activity Level, Column Headings	84
TEACH Award Detail, Disbursement Activity Level, Detail Record	85
TEACH School Account Statement Disbursement Detail On Demand	88
Comma-Delimited (CSV) Record Layouts.....	89
TEACH SAS Disbursement Detail On Demand Comma-Delimited Record Layout	89
TEACH SAS Disbursement Detail On Demand Comma-Delimited Column Headings	92

TEACH SAS Disbursement Detail On Demand Comma-Delimited Header Information	93
TEACH Grant Pending Disbursement List	94
Comma-Delimited (CSV) Detail Record Layout	94
TEACH Inactive Grants Report	98
Comma-Delimited (CSV) Detail Record Layout	98
TEACH Grant SSN/Name/Date of Birth Change Report.....	102
Comma-Delimited (CSV) Detail Record Layout	102
TEACH Rebuild File	107
TEACH Rebuild Origination Detail Record Layout.....	107
TEACH Rebuild Disbursement Detail Record Layout.....	112
TEACH Exit Counseling File/Report	114
TEACH ATS Discharge Report	115
Fixed-Length Record Layout.....	116
DIRECT LOAN REPORTS	117
Direct Loan Reports Options.....	117
Format and Delivery Methods.....	118
Direct Loan Batch Header Layout.....	120
Direct Loan Batch Trailer Layout.....	121
Direct Loan School Account Statement (SAS)	122
Sections of the SAS	122
Fixed-Length Record Layouts	125
Year-to-Date and Monthly Cash Summary	125
Year-to-Date and Monthly Disbursement Summary by Loan Type	128
Cash Detail.....	130
Loan Detail, Loan Level	131
Loan Detail, Disbursement Activity Level	133
Comma-Delimited Record Layouts	135
Year-To-Date and Monthly Cash Summary, Optional Header Information	135
Year-To-Date and Monthly Cash Summary, Optional Column Headings	135
Year-To-Date and Monthly Cash Summary, Detail Record.....	136
Year-to-Date and Monthly Disbursement Summary by Loan Type, Optional Header Information	140
Year-to-Date and Monthly Disbursement Summary by Loan Type, Optional Column Heading	140
Year-to-Date and Monthly Disbursement Summary by Loan Type, Detail Record	141
Cash Detail, Optional Header Information	144
Cash Detail, Optional Column Headings	144
Cash Detail, Detail Record	145
Loan Detail, Loan Level, Optional Header Information.....	147
Loan Detail, Loan Level, Optional Column Headings	147
Loan Detail, Loan Level, Detail Record	148
Loan Detail, Disbursement Activity Level, Optional Header Information	151
Loan Detail, Disbursement Activity Level, Optional Column Headings	151
Loan Detail, Disbursement Activity Level, Detail Record.....	153
Pipe-Delimited Record Layouts	155
Direct Loan School Account Statement Disbursement Detail On Demand	156
Fixed-Length Record Layout.....	157
Comma Delimited Record Layout.....	160
Comma De-Limited Column Headings.....	164
Comma-Delimited Header Information	167

Direct Loan Pending Disbursement Listing Report	168
Comma-Delimited (CSV) Detail Record Layout	169
Direct Loan Funding Disbursement Listing Report	174
The Direct Loan Funding Disbursement Listing Report is no longer available. Please see the Actual Disbursement List for more information about actual disbursement reports.	174
Direct Loan 30-Day Warning Report	174
Comma-Delimited (CSV) Detail Record Layout	178
Direct Loan Inactive Loans Report.....	181
Comma-Delimited (CSV) Detail Record Layout	182
Direct Loan Duplicate Student Borrower Report.....	185
Comma-Delimited (CSV) Detail Record Layout	186
Direct Loan SSN/Name/Date of Birth Change Report	190
Comma-Delimited (CSV) Detail Record Layout	191
Direct Loan Rebuild File.....	195
Direct Loan Rebuild Origination Detail Record Layout.....	195
Direct Loan Rebuild Disbursement Detail Record Layout	213
Direct Loan Actual Disbursement List	216
Comma-Delimited (CSV) Detail Record Layout	216
Direct PLUS Loan Application Report.....	218
Comma-Delimited (CSV) Detail Record Layout	218
Direct Loan MPN Report.....	222
Comma-Delimited (CSV) Detail Record Layout	222
Exit Counseling File/Report.....	225
Direct Loan MPN Discharge Report	226
Fixed-Length Record Layout.....	227
Comma-Delimited Record Layout.....	228
Heading Information	228
Detail Record	228
Pipe-Delimited Record Layout	229
Direct Loan Expired MPN Report	230
Fixed-Length Record Layout.....	231
Comma-Delimited Record Layout.....	232
Heading Information	232
Detail Record	232
Pipe-Delimited Record Layout	233
Direct Loan MPNs Due to Expire Report.....	234
Fixed-Length Record Layout.....	235
Comma-Delimited Record Layout.....	236
Heading Information	236
Detail Record	236
Pipe-Delimited Record Layout	237
Counseling Report	238
Comma-Delimited (CSV) Detail Record Layout	238
Weekly Credit Status Report.....	239
Comma-Delimited (CSV) Detail Record Layout	239
Direct Subsidized Loan Usage Change	242
Comma-Delimited (CSV) Detail Record Layout	242
NON PROGRAM SPECIFIC REPORTS.....	246
COD School Monitoring Report	247